

**South Dakota Department of Education  
Special Education Advisory Panel**

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**January 17, 2018  
MacKay Building: 800 Governor's Drive; Pierre, SD  
Library Commons Conference Room**

Chairperson: Betsy Schwenk   Vice Chairperson: Erin Schons

<b>Panel Functions</b>
Advise the SEA of unmet needs within the State in the education of children with disabilities
Comment publicly on any rules or regulations proposed by the state regarding the education of children with disabilities
Advise the SEA in developing evaluations and reporting on data to the Secretary under section 618 of the Act
Advise the SEA in developing corrective action plans to address findings identified in Federal monitoring reports under Part B of the Act
Advise the SEA in developing and implementing policies relating to the coordination of services for children with disabilities
Review and comment on final due process hearing findings and decisions
Advise on eligible students with disabilities in adult prisons- The advisory panel also shall advise on the education of eligible students with disabilities who have been convicted as adults and incarcerated in adult prisons

<b>Panel Priorities</b>
Panel Priorities: Parental Awareness of Rights and Procedural Safeguards

**Meeting Minutes**

**Call to order**

A meeting of Special Education Advisory Panel was held at Pierre at the State Library Commons on January 17, 2018.

## **Attendees**

Attendees included: Laura Johnson-Frame, Betsy Schwenk, Sara Hoogheem, Shelly Shaw, Kristi Eisenbraun, Larry Ayres, Stacy Haber, Marie Ivers, Kaitlin Donohoe, Judy Hoscheid, Erin Schons, Dr. Donna Johnson, Bernie Grimme, Wendy Trujillo, Melissa Flor, Kristin Jerome, Linda Turner, and Lori Larson (Webinar)

## **Members not in attendance**

Members not in attendance included: Traci Glanzman, Sarah Carda

Public attendance: three people

## **Approval of the Agenda:**

Changes to the agenda:

- Department of Education updates moved to the afternoon.
- Indicator 17 discussion will be moved to April 2018.

Stacy Huber motioned to approve agenda and it was seconded by Larry Ayres. Motioned carried.

## **Approval of September meeting minutes:**

- Bernie Grimme moved to amend the September meeting minutes to include the members present. Erin Schon 2<sup>nd</sup> the motion. Motion carried.

## **Public Comment**

None

## **By-Laws: Reimbursement and Term Limits**

### **Service Rates**

- According to the bylaws the panel must review and approve the personal assistant rates based on Department of Human Services approved rates.
- Marie Ivers motioned to approve and Erin Schons 2<sup>nd</sup>. Motion carried.
  - Person Attendant Service (paid to individual) 12.24/hr
  - Person Attendant Service (paid to Provider agency) 25.24/hr

### **Term Limits for Advisory Panel:**

- Discussed whose terms will end in June but can reapply and members who have met the 3 consecutive terms.
- Panel requested the Department provide the written process for reapplication or resignation.
- Department encouraged members to provide potential nominations to represent the members who are leaving at end of year.

## State Performance Plan & Annual Progress Report (APR)

Advisory Panel function is to advise the Special Education Programs on data reported to the Secretary under section 618 of the Act. Special Education Program staff discussed each Indicator.

- Indicators 6, 7 (a, b & c), 12 – Presented by Wendy Trujillo for Elizabeth Jehangiri
- Indicator 1, 3, 9, 10 – Presented by Melissa Flor
- Indicator 4 (a & b) – Presented by Wendy Trujillo for Rebecca Cain
- Indicator 5, 8 – Presented by Jamie Morris
  - Discussion about Indicator 8: Parent Survey, the panel requested the actual survey and the data report for their panel priorities.
- Indicator 2 – Presented by Melissa Flor for Becky Cain
- Indicator 11 – Presented by Wendy Trujillo
- Indicator 13, 14 – Presented by Beth Schultz

Advisory Panel members had some clarification questions and comments but no official panel actions were taken.

### **Panel Priorities: Parental Awareness of Rights and Procedural Safeguards**

Discussed the Indicator 8: Parental Survey report results

- Recommend special education staff use the same verbiage in survey so it is familiar to the families as fill out the survey.
- Recommendation is develop a script for new teachers.
- Students, who are placed out of district, communicate with agency/placement on who is doing the survey.

Betsy Schwenk reviewed with the group the priority recommendations from September 2017 meeting. There was additional discussion on each recommendations brought forward from September.

1. Local level
  - a. Parent advisory boards within districts
    - i. Topics- procedural safeguards, organizations that offer support, transition, etc.
  - b. Parent information booths in the resource room
    - i. Inform parents at conferences that booths are available in the resource room with information about topics that pertain to them
2. University Level
  - a. In-service training to include Mock IEP with SD Parent Involvement Survey while using the language of the survey questions
3. State Level
  - a. South Dakota Parental Rights and Procedural Safeguards
    - i. Create and provide access to tutorials
      1. Tutorials to include video with practice quiz. The quiz should give instant feedback to your answer. If you answer correctly the automated quiz should give you a positive response. If you answer

incorrectly the quiz should respond with a negative response and the correct answer immediately. This is meant for education purposes.

- ii. Podcast or web video to explain procedural safeguards and to explain outside organizations
- b. Host a parent involvement panel at the SD State Special Education Conference
- c. Create an APP to include the following:
  - i. Agency information
  - ii. Parental rights
- d. Parent Involvement Online Survey
  - i. Allow for districts to fill out questions #1, #2, #3, #4 and #7
  - ii. Make a drop down box for question #7
  - iii. Integrate the survey into the IEP process

### **Rural America Initiatives – Anne Reddy Presenting**

Anne discussed the Rural America Initiatives and her work with families. She identified some biggest challenges and supports:

- o When a parent first child enters education system and special education the education language is overwhelming. They support them through the language.
- o Some parents are concerned with the special education label.
- o Most parents will accept the services for their child.
- o Transient nature of the families makes it difficult to keep communication connection.
- o Help family make connections and learn about resources in town.
- o Back to School family night is helpful. It is a time to create connections between school and families.

### **DOE Update – Presented by Linda Turner**

Discussed staff changes, ESSA Plan approval, state testing will start in March, and Special Education Programs will go over IDEA Budget Application and Indicator 17 – State Systemic Improvement Plan at April's Panel meeting.

Senate Bill 46, requiring school districts to adopt a policy limiting the use of restraint and seclusion, was provided to the panel. Panel members had discussion. Panel determined no official panel action will be taken. If individual members would like to testify on the bill, they can do so.

### **Interagency Agreement (DOE SpEd and SD Board of Regents (on behalf of of SD School for the Deaf and SD School Blind) – Presented by Linda Turner**

Recommendation to include more transition services due to Workforce Innovation and Opportunity Act.

### **Meeting Take Away for the Annual Report:**

Panel reviewed the recommendations and areas covered for the day.

**Next Meeting:** April 13, 2018 at MacKay Library Commons. Meeting will begin at 8:00 am to 4:00 pm with lunch provided.

Agenda Items: Mary Livermont with ASPIRE Research Project, Indicator 17 – State Systemic Improvement Plan, Legislative Updates, Federal IDEA Application for South Dakota, and discussion about future location and dates.

**Meeting Adjourned:** Marie Ivers made motion to adjourn and it was second. Motioned carried.

DRAFT